

MSC Executive Committee meeting
Bozeman MT
September 30, 2004

Attending: Sarah McHugh, Michael Ober, Marilyn Trosper, Bruce Newell, Mike Price,
Kim Crowley, Bette Ammon, Bridgett Johnson
Absent: Charlene Porsild

Budget discussion – decision to begin planning earlier about expected revenues and expenditures plus a recommendation from this committee on the cost distribution formula determined at this meeting.

Budget stuff – go over current budget and where we are. From now on adding data libraries will begin in September. How is mileage and per diem determined? We're paying Missoula County rates for travel and per diem. Sarah recommends bringing Sirsi trainers in for acquisitions and serials for new and existing libraries. Will want to go to the next upgrade before the training occurs – will want to be up and running solid on the new servers before we do the upgrade. How about our own little Sirsi mini-conference with this training in March or April? We've paid 50% so far on the Datamap bill for migrating new libraries and only a portion of the Sirsi bill for new libraries. How specific do we need to be with budget lines items? For now keep it general and plan to stay within budgeted amounts within categories.

Suggestion to make a "save the library" fund if there was a library that couldn't make their payment. Committee decision is not to create a such a fund.

Budget 06 – consensus that MSC is not adding any more libraries until we add staff and we want to give ourselves some breathing space and not add libraries during the summer. How to find the funds to hire another person? Can the state library pay a portion? Can MSC come up with additional funds to pay the rest of a new person's salary? Does the MSC want to request that the State Library pay \$25,000 as part of the MLN budget for the next fiscal year for an additional staff member matched by \$15,000 of MSC funds?

Draft 06 budget – without including new library adds next year – what do we need to pay for licensing, pay a portion of a new staff member, continue membership meetings and training, and continue the contingency fund. Look at current cost formula – 50% bib records, 50% operating expenses. MSC EC proposal - total expenditures by or for the library from all sources (such as Friends, Foundations, grants, memorials, etc. [clarifying expenditures definition]) minus what you spend associated with a building permit. Another option – salaries + materials budget. Another – total staff and materials expenditures – including electronic materials.

Basically this is a true shared environment – we share in whatever benefits we individually have and whatever losses we all have. EC agrees to recommends continuing with the current cost formula and will speak to that at the membership meeting tomorrow.

EC determines that we need \$275,000 for the FY 06 budget – need to develop the revenue to support that budget.

Possible branch for the Lewistown PL – determining costs for a new branch to come on to the MSC? From Sirsi – coming in as a branch start up costs \$1000 (for less than 5000 items) plus ongoing expenses. Normally a new library's training costs would be \$1500 – since this is a branch – reduce that to \$500. Authority costs – standard rate divided by half. Agreed.